



THE UNIVERSITY OF CHICAGO  
CENTER FOR CONTINUING EDUCATION

# PROJECT MANAGEMENT FOR COMPUTER SYSTEMS



June 6-8, 1977 CHICAGO  
August 2-4, 1977 NEW YORK CITY





# PROJECT MANAGEMENT FOR COMPUTER SYSTEMS

## SEMINAR CONTENT

### **WHY PROJECT MANAGEMENT IS A NECESSITY TODAY:**

The scope of Project Management for Computer Systems. Objectives of good project management. Dimensions of success and failure.

### **EFFECT ON PROJECT MANAGEMENT OF EDP ORGANIZATION:**

Fundamental versus project organization. Personnel control. Dissemination of information. Decision making. Analyzing resources. Project control.

### **CONTACT WITH THE USER:**

Definition of project objectives. Methodology for quantifying user wants and needs. Costs of project.

### **THE PROJECT LIFE CYCLE:**

Functional specifications. Description of the system from the user's point of view: content; format; procedure from inception to sign off; staff required to write specifications. External specifications: a description in system oriented terms. Internal specifications: for each program module description of input, output, and interface with other program modules; description of functions performed.

### **PROJECT WORK BOOK:**

Use as a control mechanism for system specifications, design, programming, and documentation. Control by project manager. Determining project status and performance. Pinpointing problem areas.

## **IN-COMPANY PROGRAMS**

The program described in this brochure can be offered to your personnel on an "in-company" basis. In addition, it can be modified and tailored to your specific needs. In evaluating the possibility of using "in-company" training, you should consider costs, scheduling, workloads, interaction, environment, program content and a host of other factors. We would be delighted to provide you with an immediate response to your request for proposal, questions, problems, etc. Just write or call: William A. Kulok, Program Director, New York Management Center, 360 Lexington Avenue, New York, New York 10017 - Tel: (212) 953-7262.

### **SCHEDULING AND ESTIMATING:**

Some general rules of thumb. Resource needs for data processing projects. Network planning and scheduling: developing the network; Pert; activity scheduling, updating and progress control.

### **THE PROJECT AS A PROFIT AND LOSS CENTER:**

Trade-offs to be taken. Hardware versus software. Time versus dollars. Resolving conflicts in priorities. Cost control techniques.

### **CASE STUDIES OF COMPLEX MULTIPROGRAMMING DATA COMMUNICATIONS SYSTEMS**

### **USE OF SERVICES AND PACKAGES:**

Consultants in specialized or high technology areas. Turnkey systems. Software houses versus job shoppers. Proprietary software packages.

### **MANAGEMENT OF PEOPLE:**

Motivating subordinates. Working with client (user) personnel. Working with superiors. Working with supportive services personnel.

### **PROJECT MANAGEMENT IMPLICATIONS OF RECENT DEVELOPMENTS:**

Structured programming. Special programming techniques. Coding standards. Egoless programming. Drivers. Project simulation. Computer aids.



Apr 77

## WHY YOU SHOULD ATTEND

This specialized three-day seminar illustrates techniques for planning, implementing, installing, and controlling projects. Project management techniques are becoming increasingly more important in administering highly complex projects which demand tight control over costs, schedules, and quality. The concepts and skills discussed in this seminar are illustrated by specific examples and case studies. This seminar is intended for computer project managers, data processing managers, vice presidents of administration, financial managers, and others involved in EDP systems development and implementation.

To ensure maximum effectiveness, a variety of teaching methods are employed so that each participant, regardless of background, emerges with a sound understanding of the material presented. In addition, a specially designed workbook will not only provide a means of understanding and assimilating the material covered, but will also allow future information to be catalogued conveniently for easy reference.

The seminar has been structured to encourage participation from attendees. Your questions and problems on project management can be raised, discussed and answered.

## CERTIFICATES OF PARTICIPATION

The University of Chicago Center for Continuing Education will award certificates to all attendees.



## SEMINAR LEADER: Michael H. Marcus

Michael H. Marcus, President of S.I.C. Systems, Inc., established one of the first commercial computer time-sharing services in New York. The installation provided on-site time sharing and remote job entry facilities to outside clients as well as to internal groups. He developed a communications control program for a store-and forward message switching system, installed computer systems which control nationwide communications networks and participated in the development of information management, process control, laboratory automation and data acquisition systems. Mr. Marcus acted as technical liaison between the Applied Physics Laboratory of Johns Hopkins University, Sperry Gyroscope Co., and a Special Projects Office of the Navy in the development of programs to perform real-time navigation computations. He participated in the development of on-line data base systems for use by corporate management and extensive police information systems. Mr. Marcus holds a B.S. in Physics from Polytechnic Institute in Brooklyn, New York and is a member of the Association of Computing Machinery, the Association for System Management, and the Software Industry Association.

## COMMENTS FROM PREVIOUS ATTENDEES

**"Good background for a novice project manager."**

Paul B. Jackson, Programming Supervisor, Marathon Oil Company, Findlay, Ohio

**"Good fundamental introduction."**

Thaddeus J. Florczak, Manufacturing Administration Manager, Wiltek, Inc. Norwalk, Connecticut

**"It brought me up-to-date in many areas and made me reappraise the importance of documentation which I had let decline. The Development Workbook will be put to good use."**

Edward T. Martin, Project Team Manager, Sun Life Insurance Company of America, Baltimore, Maryland



## REGISTER EARLY FOR: PROJECT MANAGEMENT FOR COMPUTER SYSTEMS

**EARLY REGISTRATION IS ADVISED:** To register, phone the registrar Toll Free 800/223-7450 from anywhere in the U.S. (New York State please call collect 212/953-7266). You may also register by completing the mail registration form below. All phone and mail registrations are confirmed by the registrar. Last-minute on-site registration is **not** encouraged.

**SCHEDULE:** Seminar hours are from 9:00 A.M. to 5:00 P.M. with a luncheon break from 1:00 P.M. to 2:15 P.M.

**LOCATIONS:** The seminars are held in comfortably arranged meeting rooms in conveniently located hotels. For exact hotel information and your room reservations, please call Toll Free 800/223-7450 from anywhere in the U.S. (New York State please call collect 212/953-7266) or you will receive hotel information in the mail when you register.

**TRAVEL ARRANGEMENTS:** To determine the feasibility of a group discount or if you would like us to handle your airline arrangements, please call Toll Free 800/223-7450 from anywhere in the U.S. (New York State please call collect 212/953-7266).

**FEE:** \$435 tuition fee per person plus \$60 registration fee per company (includes all workbook and handout materials).

**TEAM REGISTRATION SAVINGS:** Each registration after the first is subject to the tuition fee only, a savings of \$60 per registration. The full utilization of important knowledge usually requires discussion, support and cooperative effort. After the course, your team will be able to implement and reinforce each member's efforts.

**TRANSFERS AND SUBSTITUTIONS:** Transfers or substitutions may be made at any time. If you cannot attend a program for which you are registered, the entire tuition fee will be credited to any other program over the following twelve-month period, protecting you against any increase in fees. If no transfer or substitution is desired a refund of your payment may be made, less the \$60 registration fee.

**CERTIFICATES OF PARTICIPATION:** The University of Chicago Center for Continuing Education will award certificates to all attendees.

**TAX DEDUCTION OF EXPENSES:** An income tax deduction is allowed for expenses of education (including registration fees, travel, meals, lodging) undertaken to maintain and improve professional skills (see Treas. Reg. 1.162-5) (Coughlin vs. Commissioner. 203 F. 2d 307).

**MAILING LIST:** If you would like to be on a specific list or if you desire to have your name deleted, please contact William A. Kulok, Program Director, New York Management Center, 360 Lexington Avenue, New York, N.Y. 10017. If you receive more than one copy of this brochure in the mail, we suggest passing the additional copies along to your colleagues who might benefit from the information.

### PROGRAM PLANNING COMMITTEE:

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**PROJECT MANAGEMENT FOR COMPUTER SYSTEMS** is presented by the Center for Continuing Education, The University of Chicago and coordinated by New York Management Center, an independent educational organization that works with universities, consulting firms, publishers and other professional groups in the design and delivery of seminars and conferences for business and government.

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## BROCHURES DESCRIBING THESE OTHER UNIVERSITY OF CHICAGO CENTER FOR CONTINUING EDUCATION SEMINARS ARE AVAILABLE

Check the subjects of interest to you or your organization for details by return mail without obligation. You may also call Toll Free 800/223-7450 from anywhere in the U.S. (New York State please call collect 212/953-7262) for the locations and dates of these nationally held seminars.

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- ☐ Data Base Systems
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- ☐ Minicomputers
- ☐ Systems Analysis and Design
- ☐ Structured Programming
- ☐ Managing EDP Personnel
- ☐ Microprocessors

## REGISTRATION FORM—PROJECT MANAGEMENT FOR COMPUTER SYSTEMS

- ☐ PLEASE SEND INFORMATION ON THE SEMINARS CHECKED ABOVE
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DATES (check where applicable)

- ☐ June 6-8, 1977 CHICAGO  
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